



U.S. Department of Justice

MAY 31 2016

Washington, D.C. 20530

MEMORANDUM FOR THE ATTORNEY GENERAL

THROUGH: THE DEPUTY ATTORNEY GENERAL

*MDA for SQY 7/8/16*

THROUGH: THE ACTING ASSOCIATE ATTORNEY GENERAL

*BE 6/9/16*

FROM: Lee J. Lofthus  
Assistant Attorney General  
for Administration

*[Signature]*

SUBJECT: Charter Renewal for the Department of Justice's Global Justice Information Sharing Initiative Advisory Committee

PURPOSE: To request the Attorney General's approval of the renewal Charter for the Department of Justice's Global Justice Information Sharing Initiative Advisory Committee.

TIMETABLE: As soon as possible.

DICUSSION: Requesting the Attorney General's signature on the attached Charter which will then be forwarded along with the transmittal letters to the Office of Legislative Affairs for signature and transmission to Congress.

RECOMMENDATION: That the Attorney General sign the attached Charter.

APPROVE:

*[Signature: Matthew E. Spitzer]*  
Dated: July 15, 2016

Date:

DISAPPROVE: \_\_\_\_\_

Date:

OTHER: \_\_\_\_\_



U.S. Department of Justice

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

MAY 12 2016

MEMORANDUM FOR THE ATTORNEY GENERAL

**THROUGH:** THE DEPUTY ATTORNEY GENERAL  
*BPG 9/16*

**THROUGH:** THE ACTING ASSOCIATE ATTORNEY GENERAL

**THROUGH:** Lee J. Lofthus *LL 5/31*  
Assistant Attorney General for Administration  
Justice Management Division

**FROM:** Karol V. Mason *KVM*  
Assistant Attorney General  
Office of Justice Programs

**SUBJECT:** Charter to renew the Department of Justice's Global Justice Information Sharing Initiative Advisory Committee

**PURPOSE:** To obtain the Attorney General's approval of the attached charter for the Department of Justice's Global Justice Information Sharing Initiative Advisory Committee

**TIMETABLE:** As soon as possible

**DISCUSSION:**

Pursuant to the Federal Advisory Committee Act (FACA), the Global Justice Information Sharing Initiative Advisory Committee (Global Advisory Committee or GAC) charter requires renewal every two years. This memoranda seeks approval of the GAC Charter.

The GAC is an advisory body created to support development of national policy, practices, and technology solutions in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and the Assistant Attorney General, Office of Justice Programs (OJP), through the Director of the

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DEPT OF JUSTICE  
EXECUTIVE SECRETARIAT



Subject: Charter to renew the Department of Justice's Global Justice Information Sharing Initiative Advisory Committee

Bureau of Justice Assistance (BJA), measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information.

There are two substantive changes to the attached new GAC Charter, both in Section 12. The first change provides additional authority to the BJA Director to accept or reject the Global membership vote for the leadership positions of Chair and Vice Chair. This change provides the BJA Director the ability to ensure the selected candidates are qualified to serve in the elected positions. The second change updates the process used by the BJA Director by having the final membership approval to ensure the most highly qualified candidates are selected to serve as members of GAC and capping the membership at 34 individuals who represent a diversity of background and expertise.

The OJP Office of the General Counsel and I have reviewed the attached Charter and find it consistent with the FACA.

**RECOMMENDATION:** I recommend that you approve the attached GAC Charter. This action would give the Committee a two-year period in which to operate.

Attachment



U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

JUL 15 2016

The Honorable Charles E. Grassley  
Chairman  
Committee on the Judiciary  
United States Senate  
Washington, DC 20510

Dear Mr. Chairman:

Please find enclosed the Charter for the Global Justice Information Sharing Initiative Advisory Committee, which we are providing in accordance with Section 9 of the Federal Advisory Committee Act, 5 U.S.C. App. II. The Committee acts in an advisory capacity to the Attorney General and the Assistant Attorney General, for the Office of Justice Programs.

We hope this information is helpful. Please do not hesitate to contact this office if we may provide additional assistance regarding this or any other matter.

Sincerely,

A handwritten signature in dark ink, appearing to read "P. J. Kadzik", with a stylized flourish at the end.

Peter J. Kadzik  
Assistant Attorney General

Enclosure





**U.S. Department of Justice**

Office of Legislative Affairs

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Office of the Assistant Attorney General

*Washington, D.C. 20530*

**JUL 15 2016**

The Honorable Patrick J. Leahy  
Ranking Member  
Committee on the Judiciary  
United States Senate  
Washington, DC 20510

Dear Senator Leahy:

Please find enclosed the Charter for the Global Justice Information Sharing Initiative Advisory Committee, which we are providing in accordance with Section 9 of the Federal Advisory Committee Act, 5 U.S.C. App. II. The Committee acts in an advisory capacity to the Attorney General and the Assistant Attorney General, for the Office of Justice Programs.

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Peter J. Kadzik  
Assistant Attorney General

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U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

JUL 15 2016

The Honorable Robert W. Goodlatte  
Chairman  
Committee on the Judiciary  
U.S. House of Representatives  
Washington, DC 20515

Dear Mr. Chairman:

Please find enclosed the Charter for the Global Justice Information Sharing Initiative Advisory Committee, which we are providing in accordance with Section 9 of the Federal Advisory Committee Act, 5 U.S.C. App. II. The Committee acts in an advisory capacity to the Attorney General and the Assistant Attorney General, for the Office of Justice Programs.

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Peter J. Kadzik  
Assistant Attorney General

Enclosure





U.S. Department of Justice

Office of Legislative Affairs

Office of the Assistant Attorney General

Washington, D.C. 20530

JUL 15 2016

The Honorable John Conyers, Jr  
Ranking Member  
Committee on the Judiciary  
U.S. House of Representatives  
Washington, DC 20515

Dear Congressman Conyers:

Please find enclosed the Charter for the Global Justice Information Sharing Initiative Advisory Committee, which we are providing in accordance with Section 9 of the Federal Advisory Committee Act, 5 U.S.C. App. II. The Committee acts in an advisory capacity to the Attorney General and the Assistant Attorney General, for the Office of Justice Programs.

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Peter J. Kadzik  
Assistant Attorney General

Enclosure



**U.S. Department of Justice**

Office of Legislative Affairs

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Office of the Assistant Attorney General

*Washington, D.C. 20530*

Ms. Sara Striner, Chair  
Federal Advisory Committee Desk  
Library of Congress  
101 Independence Avenue, SE  
Washington, DC 20540-4172

Dear Ms. Striner:

Please find enclosed the Charter for the Global Justice Information Sharing Initiative Advisory Committee, which we are providing in accordance with Section 9 of the Federal Advisory Committee Act, 5 U.S.C. App. II. The Committee acts in an advisory capacity to the Attorney General and the Assistant Attorney General, for the Office of Justice Programs.

We hope this information is helpful. Please do not hesitate to contact this office if we may provide additional assistance regarding this or any other matter.

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Peter J. Kadzik  
Assistant Attorney General

Enclosure



# URGENT

OAG ROUTING AND TRANSMITTAL SLIP	
To: The Attorney General	From: Shomari Figures
Exec. Sec. Workflow Number: 3263802	Date: 07/14/2016
<p style="text-align: center;"><b>RECOMMENDATION TO THE ATTORNEY GENERAL</b></p> <p>I have reviewed the attached memo requesting that the Attorney General approve the renewal of the charter for DOJ's Global Justice Information Sharing Initiative Advisory Committee (GAC). The GAC is an advisory body comprised of local, state, tribal, and federal government representatives and recommends to the Attorney General, through the Director of BJA, measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information. Pursuant to the Federal Advisory Committee Act (FACA), the GAC charter must be renewed every two years. The proposed 2016 charter renewal contains two substantive changes from the 2014 charter. OJP General Counsel has approved the changes, finding them consistent with FACA. The changes, both contained in Section 12 of the attached proposed charter, are designed to ensure that qualified individuals are selected to serve as members and in leadership positions on GAC. The proposed changes are:</p> <ol style="list-style-type: none"><li>1. The proposed 2016 charter provides additional authority to the Director of BJA to accept or reject the Global membership vote for leadership positions of Chair and Vice Chair. Under 2014 charter, the Chair and Vice Chair are elected by the GAC members.</li><li>2. The proposed 2016 charter limits the total number of GAC members to 34 people and gives the BJA Director the final membership approval authority of the candidates recommended to serve on GAC. Under 2014 charter, there was no limit on the number of members and the BJA Director did not have final membership approval authority.</li></ol> <p>I recommend forwarding to the Attorney General for her signature.</p>	
OAG Initials: <i>SF</i>	Date: <i>7-14-16</i>
Chief of Staff - Final Review: <i>CPM</i>	Date: <i>7/15/16</i>

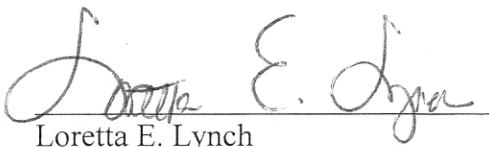
**THIS PAGE IS NOT TO BE COPIED TO ANY  
OFFICE OTHER THAN OAG**

**U.S. Department of Justice**  
**Global Justice Information Sharing Initiative Advisory Committee**  
**Charter**

1. **Committee's Official Designation.** Global Justice Information Sharing Initiative (Global) Advisory Committee (GAC).
2. **Authority.** This discretionary committee operates in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2. The Attorney General approved the establishment of the GAC in 2000 to receive input from local, state, tribal, and federal agencies regarding information sharing and integration within the justice community.
3. **Objectives and Scope of Activities.** The GAC is an advisory body to the Attorney General, and the Assistant Attorney General (AAG), Office of Justice Programs (OJP) through the Director of the Bureau of Justice Assistance (BJA). It was created to develop national policy recommendations to inform, facilitate, and enable broadscale exchange of justice information in support of the Department of Justice's (DOJ) mission. The GAC consists of key officials from local, state, tribal, federal, and other justice-interested entities that work to support public safety. The GAC seeks to recommend to the Attorney General and AAG/OJP measures to improve the administration of justice and protect the public by promoting practices and technologies for the secure sharing of justice information as it relates to local, state, and tribal governments and their relationships to the Federal Government. The GAC provides recommendations supporting development of policies and practices upon request by the Attorney General, the AAG/OJP, and the GAC's Designated Federal Official (DFO).
4. **Description of Duties.** The duties of the GAC are advisory.
5. **Agency or Official to Whom the Committee Reports.** The GAC shall report to the Attorney General through the designee of BJA.
6. **Support.** The Office of Justice Program's Bureau of Justice Assistance provides support services for the GAC.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated operating cost of the GAC, including working groups, is expected to be approximately \$750,000 annually. These costs include staff equivalent of .20 of one FTE federal position, support activities of the GAC, as well as meeting and travel expenses.
8. **Designated Federal Official.** The Designated Federal Official (DFO) will be a full-time permanent BJA employee, as appointed by the BJA Director. The DFO will approve or call the advisory committees' and subcommittees' meetings, approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the official to whom the advisory committee reports.



9. **Estimated Number and Frequency of Meetings.** The GAC will meet approximately once a year, with meeting dates and locations to be approved by the DFO. The GAC meetings will be open to the public unless determined otherwise by the DFO in accordance with The Government in the Sunshine Act and 41 C.F.R. § 102-3.150-160.
10. **Duration.** This committee is continuing. The GAC will continue to exist until the Attorney General determines it has fulfilled DOJ needs.
11. **Termination.** This Charter expires in two years from its filing date and is subject to renewal.
12. **Membership and Designation.** The GAC shall be composed of up to thirty-four members who will serve as representatives, special government employees, and federal employees. Appointees will include representatives from local, state, tribal, and federal agencies. The GAC will be led by a chair and a vice chair, both of whom will be elected through a vote of the GAC membership and ratified by the BJA Director. All GAC members are eligible to serve in these leadership positions. Subcommittees and task teams will meet, as required and agreed to by the chair of the GAC and the DFO, to support development of deliverables and recommendations to the GAC. The membership of the GAC is determined by each organization nominating candidates and the ultimate approval will be made by the BJA Director. All members serve at the pleasure of the BJA Director.
13. **Subcommittees.** Subcommittees may be created, as required by the DFO, to prepare deliverables and recommendations to the GAC. The GAC also appoints subject-matter task teams, with DOJ approval, to focus on such topics as improving conceptual frameworks to support national justice information sharing, development and sharing of criminal intelligence, protecting privacy and information quality standards, and enhancing security guidelines and technologies for trusted information sharing. The task teams will prepare recommendations, which will be presented to and voted on by the GAC and, if approved, forwarded through the DFO to BJA and OJP for review. Subcommittees and task teams will provide advice or work products through Global, consistent with FACA regulations, and not directly to the Agency.
14. **Recordkeeping.** The records generated or received by the GAC, its established subcommittees, or other subgroups of the GAC, shall be handled in accordance with General Records Schedule 6.2 or other approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.
15. **Filing date.** The filing date is the date the charter is filed with Congress.

  
Loretta E. Lynch  
Attorney General

July 15, 2016  
Date